



**DISTRICT OF COLUMBIA
DEPARTMENT OF HEALTH
HEALTH PROFESSIONAL LICENSING ADMINISTRATION
BOARD OF ADDICTION COUNSELOR**

To expedite the processing of your **NEW REGISTRATION APPLICATION** be sure to follow the instructions carefully before mailing your application package. It is important to send in all the required supporting documents listed below based on the method by which you are applying:

ADDICTION COUNSELOR BY OTHER

Checklist of Supporting Documents required

- ☐ A complete signed application for DC registration.
- ☐ Two (2) recent passport photos (2" X 2")
- ☐ Supplemental form of Registration
- ☐ Social Security Number or a sworn Affidavit
- ☐ **Copy of Certification of Training – 135 Hours***
- ☐ 1500 hours of Supervisor Clinical Experience.
- ☐ Fee must be in the form of Check, Money order or Certified Check Payable to Promissor, Inc.
- ☐ \$176 for Application and Registration Fee

Note: A Certified Addition Counselor with a current CAC certificate does not need proof of 135 hours of training or 1500 hours of supervised clinical experience.

ADDICTION COUNSELOR

BY ENDORSEMENT

Checklist of Supporting Documents required

- ☐ A complete signed application for DC registration.
- ☐ Two (2) recent passport photos (2" X 2")
- ☐ Supplemental form of Registration
- ☐ Social Security Number or a sworn Affidavit
- ☐ **Copy of Certification of Training – 135 Hours***
- ☐ 1500 hours of Supervisor Clinical Experience.
- ☐ Copies of License and verification of registration in other Jurisdiction.
- ☐ Fee must be in the form of Check, Money order or Certified Check Payable to Promissor, Inc.
- ☐ \$176 for Application and Registration Fee